

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR BOARD MEETING
Tuesday, May 3, 2005 – 6:30 p.m.
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gil Albiani, Gerald Derr, Doug McElroy, Elliot Mulberg, and Elaine Wright.

General Manager Donna Hansen, Fire Chief Keith Grueneberg, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Mulberg called the meeting to order at 6:35 p.m.
2. Fire Marshal Steve Foster led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. The Board accepted the Certificate of Excellence in Operational Budgeting from the California Society of Municipal Finance Officers, awarded to the District for the Fiscal Year 2004-05 CSD budget submitted last November.
2. The Board also accepted the Certificate for Outstanding Financial Reporting from the California Society of Municipal Finance Officers awarded for the District's Fiscal Year 2003-04 Comprehensive Annual Financial Report (CAFR) submitted last December.
3. The Board acknowledged a letter of appreciation from Paula Fendick, a local Girl Scout Leader thanking Recreation Supervisor Jeri Retzlaff for her assistance in getting her troop in the Western Festival parade.

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. Donna Hansen – With the departure of the Parks Administrator, Donna reported she has spent a lot of time working with staff on the budget, staff development, partnering with the Sheriff's Department to increase security measures at District facilities; and recruitment for a Landscape Architect. Staff is scheduled to meet this week with CPS to discuss recruitment for the Parks Department Director. Staff has also met several times with EGYSA on policy issues and maintenance issues; a full report will be forwarded to the Board in the near future.
2. Administrative Services Department – In addition to contracting with the Sheriff's Department Off-Duty Security Program to enhance security, Jeff Ramos reported installation of additional cameras is in the works at the Wackford Complex and Skate Park. Staff is working with wireless companies on a master lease agreement for cell tower sites at various District fire stations; Dan Kunz continues oversight of the Fire Station 72 remodel, the Fire Station 74 construction, the Rec Center restroom project, the Board Room renovation, and the Ehrhardt House remodel. The Elk Grove Rec Center restroom remodel will be completed in two weeks; the Laguna Town Hall is being prepped for a re-roof; rot repair work has started at Strauss Island; staff office re-locations are underway; and Department budgets for FY 2005-06 are being completed for Board review later on this month.

Bookings for the month of April include 7 ballroom and 4 meeting room rentals at the Wackford Facility, 14 rentals at the Laguna Town Hall, and a total of 10 rentals at the Pavilion and Strauss Island.

In response to Director McElroy's inquiry on the District web site upgrade, General Manager Hansen stated staff is testing some branding issues, which will be forwarded to the Board for consideration in June. With the assessment of the web site completed, implementation of a re-design should be completed no later than September.

3. Parks & Recreation Department – Recreation Supervisor Zach Jones' April highlights are as follows:

Leisure & Education – Jr. Creek Keepers have had great success in leading tours of the trail system; over 700 participants turned out for the Creek Clean-up; Creepy Crawlers, where children participated in the Community Garden's Worms are Us and Bugs are Beautiful classes sold out. With the opening of the new Aquatic Center, 125 applicants have been offered conditional employment for the summer 2005 season.

In the Youth Development and Teens, the Teen Center held a fundraising car wash and raised \$232 towards a bowling trip.

The Planning and Design Division held a number of pre-construction meetings for projects, including Perez Park, McConnell tennis courts, Caterino play lot improvements, Willard Park, Miles Park, and the Elk Grove Park road improvements, which will begin in May. Staff met with Ehrhardt Oaks residents to finalize play lot plans. May marks the beginning of a very busy schedule, with events planned almost every Friday and Saturday through September – starting with the Jan Rau Park dedication scheduled this Saturday. The District's anniversary banners recognizing the CSD's 20 years of the services in the community will be displayed at all events.

4. Fire Department – For the month of April, Fire Chief Keith Grueneberg's report is as follows:

Administration completed preliminary budget reviews; coordinated the office annex remodel; completed the hiring process for an Administrative Analyst and two Fire Inspectors; completed testing for the Training Chief position; and completed Phase II move-in of the Fire Prevention Bureau to the office annex.

The Operations/Training Division attended a OES Region IV Wildland Season briefing; hosted the Bomberos planning meeting; attended the County Operations meeting; prepared for the wild land season; participated in a site hazard scenario at Georgia Pacific; completed live fire and water rescue training exercises; completed Fire Command 1C, a 40-hour State Fire Marshal Training class for command officers; assisted Maritime Academy with their Fire Control Course; and responded to a total 669 calls.

Under Public Education/Public Relations, crews conducted three station tours; inspected 27 car seats; visited Jessie Baker School, Phoenix Preschool, and the Butler Elementary carnival; began Community Emergency Response Team (CERT) training; participated in the 2nd Annual Nutrition Fuels Fitness 5k and 10k festival; hosted two fire safety workshops; celebrated Take the Children to Work Day; and participated in the 49th Annual Western Festival.

Fire Prevention completed review of 8 new building plans, 3 tenant improvements, 15 fire sprinkler plans, 2 fire alarm systems, 5 civil engineering plans, and 3 miscellaneous plans.

The Fire Investigation Unit investigated four fires – 1 attempted arson, 2 incendiary/destructive devices, and 1 structure fire; 10 citations were issued, along with 12 parking violations for the month of April.

Finally, the GIS Division concluded the 2004 Response Performance Analysis; assisted the Parks Department in identifying CSD properties, and initiated a pilot program for the Fire Response Digital Map Book (DMB).

Fire Marshal Steve Foster provided a Power Point presentation of the Fire Department's construction projects, including the Station 72 relocation at 41% completion, the Station 74 construction remodel, new Fire Station 77 site work, and the Fire Department Administration office annex remodel.

D. COMMUNICATIONS FROM THE PUBLIC

1. Dannetta Garcia, Nancy Mundt, and Dyrice Ramirez all expressed their thanks and appreciation to General Manager Hansen for her grace and professionalism in the fight to improve the quality of life for Elk Grove residents.

Constance Conley also expressed her gratitude to the CSD for giving her family memories that will last a lifetime, from spending leisurely Sundays at CSD-built parks to the compassion and care shown to her father by CSD Fire Department crews when he recently lost his mother.

E. CONSENT CALENDAR

1. The Board approved the April 19, 2005 *regular* Board meeting minutes. McElroy-Derr, unanimous.
2. The Board approved the April 20, 2005 *special* Board meeting minutes. McElroy-Derr, unanimous.
3. The Board approved Resolution Nos. 2005-54 through 2005-67, accepting various parkland deeds, landscape corridor deeds, and easements for landscape maintenance and recreation. McElroy-Derr, unanimous.
4. The Board approved Resolution No. 2005-70, rejecting in whole the claim filed by Alicia Zaragoza. McElroy-Derr, unanimous.
5. The Board approved Resolution No. 2005-71, rejecting in whole the claim filed by Arnulfo Zaragoza. McElroy-Derr, unanimous.
6. The Board approved Resolution No. 2005-72, rejecting in whole the claim filed by the estate of Ricardo Zaragoza. McElroy-Derr, unanimous.
7. The Board accepted Marcel Iorga's application for leave to present a late claim; and approved Resolution No. 2005-73, rejecting in whole the claim filed by Marcel Iorga. McElroy-Derr, unanimous.
8. The Board authorized staff to enter into a professional services contract for landscape architect services with Hollingshead, Matsuoka & Associates (H&M); and authorized the General Manager to execute the professional services contract. McElroy-Wright, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. Fred Bremerman, Superintendent of Advance Planning and Operations presented an overview of the Ehrhardt Oaks Park in East Franklin.

President Mulberg opened the Advertised Public Hearing at 8:10 p.m. to adopt the Land Use and Development Plan and Environmental Documents for Ehrhardt Oaks Park in East Franklin; adoption of Resolution No. 2005-68, certify the negative declaration; and certification of the "Lead Agency Final Determination of Exemption from AB 3158 Environmental Review Fee. With no public request to speak, the hearing was closed at 8:11 p.m.

The Board proceeded to adopt the Land Use and Development Plan and Environmental Documents for Ehrhardt Oaks Park; Resolution No. 2005-68, certifying the negative declaration; and certified the "Lead Agency Final Determination of Exemption from AB 3158 Environmental Review Fee. Albiani-Derr, unanimous.

G. PUBLIC HEARINGS

1. None

H. STAFF REPORTS

1. The Board awarded the contract for pavement replacement of Fire Station 74R (Laguna Park Drive) to Younger General Contractors as the lowest responsible bidder for \$246,000; and authorized the General Manager to execute all necessary documents and expend funds for necessary permits, testing, equipment, contingencies, and architectural and engineering fees to insure the station pavement replacement. Derr-Albiani, unanimous.
2. The Board authorized the General Manager to contract with the Sacramento County Sheriff's Department for year round Sheriff's Off-duty Program security services for the District's facilities and parks and approved funding up to \$130,000 for the total cost of said services. In addition, a total of \$32,000 to be funded from Reserves was approved for the purchase of a District-owned security vehicle for use in the program. Derr-Wright, unanimous.
3. The Board received a report on CSD's partnership for the Playground Partners' project at Morse Park, a 30-acre community park in the East Franklin area. Staff is providing logistic and graphic support to promote the project. Gary Davis, Project Coordinator echoed what community members shared earlier in the meeting and thanked the CSD for all the hard work over the years in building a world class parks and recreation system. He personally invited the Board to attend the Community Design Day scheduled for May 14th held at the Arlene Hein Elementary School and looks forward to the partnership in designing and building the project.

I. BOARD OF DIRECTORS BUSINESS

1. President Mulberg thanked staff for assisting with the Western Festival, acknowledging the Fire Department's exhibit and the Parks Department booth, set up for Friends of CSD sign-ups.

J. COMMUNICATIONS FROM THE PUBLIC

1. None

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. None

L. ADJOURNMENT TO EXECUTIVE SESSION

1. None

M. EXECUTIVE SESSION

1. President Mulberg reported the Board met in Executive Session earlier tonight and direction was given to Legal Counsel.

N. ADJOURNMENT

With no further business, the Board meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Donna L. Hansen
Secretary of the Board